



CITY OF LAS VEGAS DEPARTMENT OF PLANNING

ANNUAL REPORT

FY 2013-2014

Rafael Rivera Walkable Community Plan

The *Rafael Rivera Walkable Community Plan* is the fourth in a series of walkable community plans developed by the city of Las Vegas. Walkable community plans address elements such as pedestrian safety and comfort along with pedestrian connectivity for area residents while reducing dependence on automobiles for transportation. These plans have been developed as a result of policies adopted as a part of the *Las Vegas 2020 Master Plan* which directs the city to review existing neighborhoods for opportunities to promote walkability.



Bus kiosk



East Las Vegas Community Center

The plan is centered on a ten-minute walk/one-half mile radius from the intersection of Eastern and Sunrise Avenues. This location is situated just east of downtown Las Vegas in an area with a high concentration of goods and services where neighborhood connections and access to those amenities could be enhanced.

The Department of Planning began public outreach in the fall of 2013 by holding a series of open houses throughout the proposed plan area. Residents gave feedback on issues affecting their community and where walkability and accessibility could be improved in their neighborhood. After initial comments were received, the department developed a draft plan document and held

additional open houses in the spring of 2014 to reach out to the community for additional input to help shape the final draft plan.

The completed *Rafael Rivera Walkable Community Plan* addresses various components of the community and examines how walkability and connectivity can be improved for area residents. In addition, the document provides background information on walkable communities, a complete inventory of amenities within the plan area and outlines 57 recommendations based on the observations noted through the community survey and outreach meetings that will improve walkability. These recommendations include items such as removing obstacles from sidewalks, providing sidewalk ramps where needed, completing the sidewalk network and restriping roadways with bicycle lanes.



Howard Hollingsworth Elementary School



Hadland Park

After adoption by the Las Vegas City Council at their Aug. 20, 2014 meeting, potential funding sources for implementation of the plan recommendations will be examined. These potential sources include federal grants, coordinating with planned city of Las Vegas capital improvement projects in the area, or through Regional Transportation Commission or Nevada Department of Transportation projects.

Medical Marijuana Regulation

In May and June of 2014, the city of Las Vegas adopted land use and business licensing ordinances permitting medical marijuana establishments. The ordinances are the most comprehensive regulations of any local government in Nevada. They allow for dispensary, production facilities and cultivation within certain commercial and industrial areas of the city.

In July 2014, the city received 67 applications. Those applications are being reviewed for zoning compliance and compliance with local codes. Any application that is proposed within any restricted areas of the city or is incomplete or not in compliance with city code will be eliminated from the approval process.

Medical Marijuana Applicant Map

Information about proposed facilities can be reviewed by neighborhood by using a map on the city medical marijuana site at <http://clvplaces.appspot.com/apps/mme/index.html>.

This map tool will give citizens an opportunity to see what is proposed near their work or home and to provide comments to the city about the various proposals.

Comments from neighborhoods surrounding proposed facilities will be collected in September and October prior to the approval of any proposed facility.

Regulations

The city medical marijuana website also links to the regulations at www.lasvegasnevada.gov/medicalmarijuana.

A brief highlight of the most notable regulations:

- ◆ There are restrictions on the hours a facility may operate (6 a.m.-10 p.m.).
- ◆ Marijuana delivery will only be to Nevada card holders in residential locations, not to hotels or commercial areas.
- ◆ There are restrictions on advertising, the type of products that can be sold and packaging. These restrictions are aimed at ensuring that authorized facilities do not sell or promote the use of marijuana among minors and children, and that the products are not attractive to children who may encounter them (e.g. products like “Gummy Bears” and advertising features like “Joe Camel”).

- ◆ The applications require extensive security plans and 24-hour surveillance of these facilities.
- ◆ Regulations are also aimed at protecting consumers by limiting the amount of THC in edible products and in requiring the posting of warnings, product contents and pricing.
- ◆ City regulations are aimed at ensuring that retailers do not cross the line in “promoting” marijuana or the use of marijuana, especially to minors. A review of the regulations shows particular attention to restrictions on “reward programs” which might encourage customers to sign up more individuals for marijuana cards, or the sale of “novelty” items at dispensaries.

Review Process

Both the state and local government have important roles to play in the review process. Twelve dispensaries have been designated for placement within the city. However, there currently is no restriction on the number of cultivation facilities and production facilities. In fact, Clark County has approved over 100 cultivation and production facilities.

Due to the nature of the industrial areas available within the city for cultivation and production, there will likely be few permits and licenses for these types of businesses; they are more likely to locate in large outlying industrial areas where odor control is less of an issue.

In October, the City Council considered both the land use (is the location appropriate for the proposed business) and the business compliance permit (does the business and operator meet city standards for the proposed facility) at public meetings.

The city reviewed each application and location to determine if it is the right business and the right fit for the neighborhood. The state also ranked the applicants in the order of their expertise and their ability to operate their facility within the state laws and regulations. With the ranking completed and permits approved, the licensing process will move forward.



Update On Electronic Plan Reviews



The city of Las Vegas was the first government agency in Nevada to process land use entitlement applications online through a software application named CLVEPlan. The key benefits are that all plans and documents are uploaded which saves on printing costs and reduces processing time as reviews by multiple departments are done concurrently. Types of applications accepted through CLVEPlan are general plan amendments, rezoning requests, site plan reviews, variances, special use permits and other items accepted by the Planning Department.

In March of 2013, CLVEPlan started with just five electronic applications for the Planning Commission agenda. Since then, the application process transitioned from paper to electronic. In January 2014, 100 percent of applications were taken electronically and in July 2014, 100 percent of the applications for the Planning Commission meeting were submitted electronically. CLVEPlan saved the July meeting applicants \$77,684 dollars in paper, time, and fuel. This equates to \$810 dollars per application. More updates for CLVEPlan are set for later this year to make it quicker and more user-friendly. In the future, the city of Las Vegas will be able to accept all development processes including building permits, civil permits, final and parcel maps.

Text Amendments



During fiscal year 2014, the Department of Planning prepared 21 text amendments for Planning Commission recommendation and City Council consideration related to Planning [i.e. *Unified Development Code* (UDC) and the city's special area plans] and eight text amendment for City Council consideration related to Business Licensing (i.e. *Business Taxes, Licenses and Regulations Code*). Combined, these text amendments resulted in 38 ordinances adopted by the council.

Considerable time and energy was expended this year on the preparation, public consultation, refinement and eventual passage of land use and business licensing regulations to address the provisions of Senate Bill 374 which called for the provision of medical marijuana establishments in localities within Nevada. Many of the other amendments adopted this past year continue the department's and council's hard work to provide the city's business and development communities with the most efficient and business-friendly licensing and land use processes available in southern Nevada. This was done by adopting amendments that further improve the usability and applicability of the city's development code and special area plans as well as continuing to streamline the business licensing code. Specifically, changes have been made to consolidate fees, create consistency regarding work card requirements, introduce and reintroduce zoning districts and to eliminate conflicting requirements. In the coming fiscal year, the text amendment process will continue to address revisions and updates to the UDC, Business Licensing code and the city's various special area plans as the city works to continuously improve its processes and regulations in an effort to further our purpose of building community to make life better.



Business Licensing INFOR 10 Implementation



On Jan. 27, 2014 the Business Licensing Division went live with the new Infor Business License computer system. This was a system conversion designed to replace the 30 year old mainframe system. 35,000 active licenses and their corresponding data (fees owed, credits, billing cycles, notes and significant dates) were successfully converted into the new system.

Enhancements to the system included:

- ◆ Ability to track permits and audits in the new computer system
- ◆ Allowing business license permits to be applied for on-line

- ◆ Improved security of on-line accounts
- ◆ Increased ability to manage account on-line: change mailing address, pay multiple fees at once, pay all fees with electronic check, print general licenses, report gaming fees, track status of license
- ◆ Ability for accounts with multiple licenses to have the same billing cycle
- ◆ E-mail notification capability for renewals, delinquent accounts and new application status
- ◆ Increased reports capability for management, compliance and audit
- ◆ Automated calculation of room tax fees
- ◆ Increased cashiering functionality and reconciling tools
- ◆ Increased ability to track status of licenses in the approval process

Department Accomplishments

Fiscal year 2014 was a pivotal time for the Business Licensing Division as it transitioned from a 30 plus year mainframe information system to a new system, Infor 10. The Planning Division continued to make progress in reducing land use entitlement processing times. Listed below are the highlights of the department's major accomplishments:

- ◆ Migrated the current business licensing computer system to Infor 10 and developed an online customer access portal for business licenses.
- ◆ Implemented a business licensing civil penalties process by creating policies and procedures, forms, collections and retained a hearing officer to adjudicate cases.
- ◆ Implemented an online payment system for land use entitlements
- ◆ Reduced the entitlement process timeframe through decreasing processing times for administrative items from an average of 48 days to an average of 10 days.

- ◆ Reduced the entitlement process timeframe through decreasing processing times for public hearing items. Eliminated pre-application deadlines and allowed for flexible submittals, the average timeframe for public hearing cases has decreased from 104 days to 89 days.



FY15 Planning Goals

Planning

- ◆ Develop a downtown alleyway design program and complete design or construction of two alleyways prior to the end of the fiscal year.
- ◆ Further decrease review times for entitlements by allowing for administrative review of projects that are fully compliant with code.
- ◆ Prepare the *Charleston Corridor Plan* for review by the Planning Commission.
- ◆ Design and complete the Infor10 workflows for Case and Public Planning.
- ◆ Develop a retention program for the storage of electronic files from the CLVEPlan system.
- ◆ Create programs to process all remaining review processes via CLVEPlan.
- ◆ Adopt development standards and enforcement standards for LED signage
- ◆ Hold one-on-one meetings with each planning supervisor at least twice per month, and maintain and regularly update a project list for all Long Range Planning projects.







Business Licensing

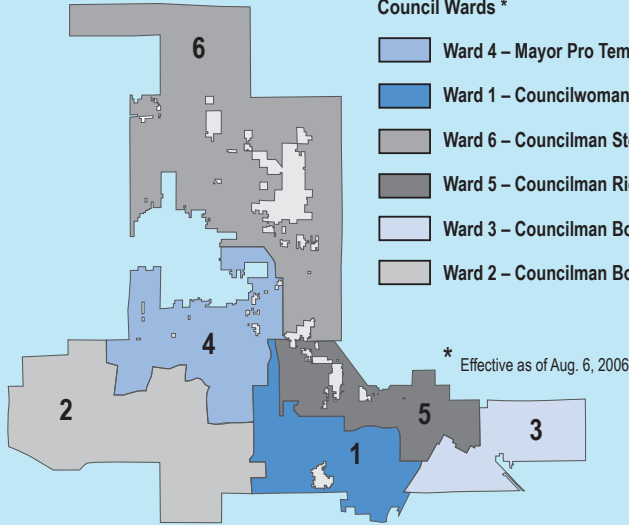
- ◆ Implement a franchise management program and complete three franchisee audits prior to the end of the fiscal year.
- ◆ Create a business education program to assist business owners in running a successful business and understanding and complying with code requirements.
- ◆ Identify and implement three new revenue sources for the city prior to the end of the fiscal year.
- ◆ Develop and implement a medical marijuana program, to include a compliance/inspection program and an auditing program.
- ◆ Complete Phase II implementation of the Infor 10 system; prepare associated policies and procedures, and train three individuals in report writing for the system.
- ◆ Update job descriptions within the division and develop a plan for future changes in technical environment and skills development in personnel.



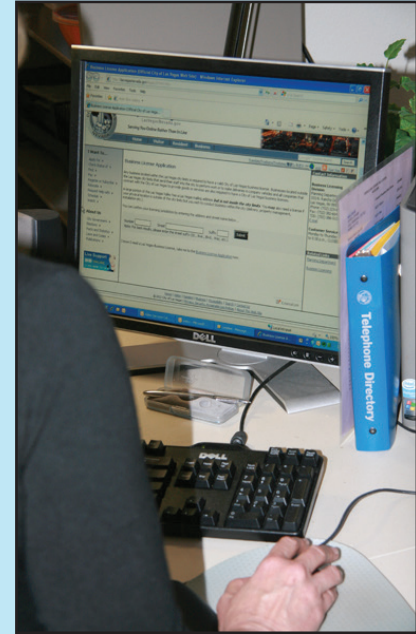
Mayor Carolyn G. Goodman

Council Wards *

-  Ward 4 – Mayor Pro Tem Stavros S. Anthony
-  Ward 1 – Councilwoman Lois Tarkanian
-  Ward 6 – Councilman Steven D. Ross
-  Ward 5 – Councilman Ricki Y. Barlow
-  Ward 3 – Councilman Bob Coffin
-  Ward 2 – Councilman Bob Beers



FY 2013-2014



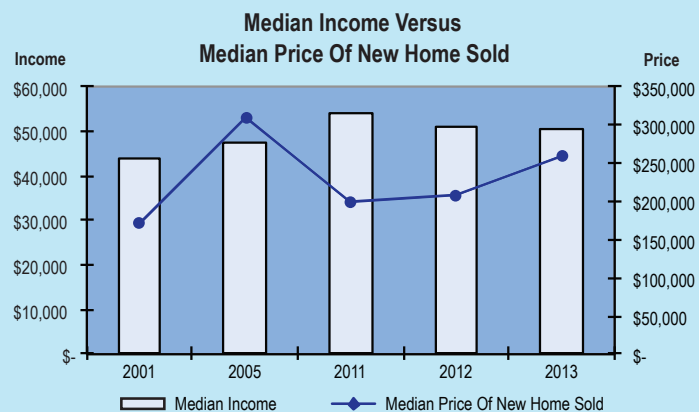
Online availability of city services

TOTAL SUBDIVISION LOTS PROCESSED		
Year	Tentative Maps	Final Maps
2000	3,636	3,162
2004	11,767	9,777
2008	2,873	3,677
2011	303	30
2012	835	112
2013	2,132	608

AREA OF THE CITY OF LAS VEGAS		
Year	Acres	Square Miles
2000	70,114.4	109.55
2004	74,951.9	117.11
2007	84,148.2	131.48
2008	84,855.9	132.59
2011	85,275.3	133.24
2012	85,295.3	133.27
2013	85,362.4	133.38



Las Vegas City Hall



Continued on Page 7



DWELLING UNITS BY TYPE

Year	SingleFamily	Multi-Plex	Mobile Home	Apartment	Townhome	Condo	Total
2013	146,567	7,160	2,566	55,174	11,473	19,596	242,536
2012	145,220	7,166	2,568	53,767	11,367	21,062	241,150
2011	145,257	7,323	2,799	53,220	9,856	22,825	241,280
2008	142,735	7,382	3,158	51,103	10,027	21,346	235,751
2004	127,980	7,386	3,315	50,755	8,021	17,833	215,290
2000	110,497	7,598	3,420	48,927	5,791	16,447	192,680

FY 2013-2014*Continued from Page 2***POPULATION AND DWELLING UNITS BY COUNCIL WARD**

	2000		2004		2012		2013	
	Population	Dwelling Units	Population	Dwelling Units	Population	Dwelling Units	Population	Dwelling Units
Ward 1	77,394	32,385	79,629	33,051	99,239	40,662	100,723	40,614
Ward 2	84,328	34,802	94,270	40,061	98,643	43,679	100,215	43,745
Ward 3	78,849	30,303	81,842	26,958	96,362	36,656	97,832	36,647
Ward 4	82,122	32,320	92,432	40,378	99,824	42,670	102,218	42,986
Ward 5	76,244	31,765	83,440	31,264	97,093	37,953	98,654	37,978
Ward 6	83,937	31,105	103,656	43,578	103,133	39,530	107,121	40,566
Total	482,874	192,680	535,269	215,290	594,294	241,150	606,762	242,536

DEPARTMENT OF PLANNING RECAP

	3rd Qtr 2013	4th Qtr 2013	1st Qtr 2014	2nd Qtr 2014	Total FY 2013-2014
Phone Calls To Main Extension	1,236	1,106	1,224	1,335	4,901
Number Of Customers Served	3,755	3,379	3,884	4,224	15,247
Number Of Land Use Applications Processed	382	355	312	451	1,500
Number of Building Permits Processed	1,016	921	1,008	1,250	4,195
Agenda Items					
City Council Cases	86	112	72	63	333
Planning Commission Cases	115	112	98	101	426
Customer Initiated Applications and Requests	54,657	36,958	40,684	48,424	180,723
GIS Map Requests	242	235	178	236	891
Total Grants In Dollars	\$0	\$0	\$0	\$122,000	\$0
General Plan Amendments – Total					
GPA's – City Initiated	1	0	2	1	4
GPA's – Customer Initiated	7	5	5	2	19





Planning Commission (left to right): Richard P. Bonar, Byron A. Goynes, Chairman Gus W. Flangas, Vicki Quinn, Trinity Schlottman, Ric Truesdell and Vice Chairman Todd L. Moody.



City Council (left to right): Carolyn G. Goodman, mayor; Stavros S. Anthony, mayor pro tem; Lois Tarkanian, councilwoman; Steven D. Ross, councilman; Ricki Y. Barlow, councilman; Bob Coffin, councilman; and Bob Beers, councilman.



The Development Services Center, 333 N. Rancho Drive, Las Vegas, Nevada



Las Vegas City Council

Carolyn G. Goodman,
Mayor

Stavros S. Anthony, Ward 4,
Mayor Pro Tem

Lois Tarkanian, Ward 1,
Councilwoman

Steven D. Ross, Ward 6,
Councilwoman

Ricki Y. Barlow, Ward 5,
Councilman

Bob Coffin, Ward 3,
Councilman

Bob Beers, Ward 2,
Councilman

City Management

Elizabeth N. Fretwell,
City Manager

Orlando Sanchez,
Scott D. Adams
Deputy City Managers

Mark R. Vincent,
Chief Officer
Internal Services

Planning Commission

Gus W. Flangas,
Chairman

Todd L. Moody,
Vice Chairman

Byron A. Goynes,
Commissioner

Ric Truesdell,
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Vicki Quinn,
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